

26 SEP. 1975

MEMORANDUM FOR: Chief, Policy and Plans Group
SUBJECT : MBO Objective OS-D 01-76
REFERENCE : Memorandum to Deputy Directors,
Same Subject, dated 19 Sept. 1975

1. In response to the referent memorandum, a summation of the Security Records Division Annual Records Volume Inventory for 1975 is listed below. This compilation identifies the records by type and volume.

2. OFFICE FILES

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|--|------------------|
| Office of Security Case Files | 10,771.0 cu. ft. |
| Administrative Files, C/SRD | 10.8 |
| Administrative Files, Microfiche Branch | 1.0 |
| TWX Chronological, Incoming & Outgoing | 3.6 |
| Cable Chronological, Incoming & Outgoing | 7.0 |
| Post Office Expenditures and Incoming and Outgoing Mail Receipts | .6 |
| Courier and Manifest Records | 2.6 |
| Cable Log Files | .8 |
| Dispatch Chronological Files | 1.4 |
| Master Copy of Headquarters and of Security Regulations, Bulletins, Directives | <u>2.0</u> |
| TOTAL: | 10,800.4 cu. ft. |

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3. CARD SIZE FILES

| | |
|---|---------------|
| Office of Security Personal Index | 155.0 cu. ft. |
| Office of Security Impersonal Index | 8.1 |
| Case Control Index (IBM Punch Cards) | 8.8 |
| Cryptonym and Pseudonym Index | .6 |
| True Name Index | .6 |
| Abstract File Index (Courier, Mail, Dispatch & Case Control) | 1.5 |
| TOTAL: 174.6 cu. ft. | |

4. REFERENCE MATERIAL

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| Systems Support Branch Library (Catalogs & reference material relating to data processing) | TOTAL: 8.0 cu. ft. |
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5. MICROFORM RECORDS

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|---|-------------|
| Security Automated Name Check Activity | .16 cu. ft. |
| Security Automated Dossier Retrieval System | .06 |
| Confidential Informant Index | .16 |
| Confidential Informant Index (35mm) | .02 |
| Master Copy of Microfiche Records | 36.5 |
| TOTAL: 36.90 cu. ft. | |

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Chief,
Security Records Division